



Park Maintenance Worker 1

Exam Code: 7PB08

Department: Parks and Recreation

Exam Type: Departmental open, non-promotional

Final Filing Date: Self-schedule dates are set periodically

CLASSIFICATION DETAILS

Park Maintenance Worker 1 – \$3,637.00 - \$4,560.00 per month

[View the Park Maintenance Worker 1 classification specification.](#)

APPLICATION INSTRUCTIONS

Final Filing Date: Continuous, self-schedule dates are set periodically

Who Should Apply:

Applicants who meet the minimum qualifications as stated on this bulletin may apply for and take this examination.

How To Apply:

Set up a Cal-Career account on the Calhr Website by clicking the following link:

<https://www.calcareers.ca.gov/>

***Note:** We recommend setting up a Cal-Career account prior to the open self-scheduling date(s).

Exam location(s) and date(s) have been added to the “SELF-SCHEDULING FOR THE EXAMINATION” section of this bulletin.

Self-scheduling for this examination is offered on a first-come first-serve basis. Please be aware that, although seating is limited and scheduling will conclude once all seats are

filled for each specific exam date/location. Additional self-scheduling dates may be posted. If you schedule an exam date and do not appear, you will not be able to reschedule for at least 6 weeks.

Once you have taken this examination, you may not retake it for nine (9) months.

Check this bulletin regularly for future exam dates.

MINIMUM QUALIFICATIONS

All applicants must meet the education and/or experience requirements as stated on this exam bulletin to be accepted into the examination. Part-time or full-time jobs, regardless of whether paid or volunteer positions, and inside or outside California state service will count toward experience.

Park Maintenance Worker 1

Possession of a valid driver license. **and**

Either 1

Two years of experience in the California state service performing the duties of a Park Maintenance Assistant.

Or 2

Two years of experience in a construction, building repair, or mechanical trade.

POSITION DESCRIPTION

Park Maintenance Worker 1

Under supervision, to do skilled and semiskilled structural and facility maintenance and repair work in a State park district; lead and train a crew of maintenance employees; in extremely small park districts, to assist with planning for and supervising the area maintenance program; and to do other related work.

EXAMINATION SCOPE

This examination consists of the following components:

Multiple Choice Written Examination-Weighted 100% of the final score.

A final score of 70% must be attained to be placed on the eligibility list.

This examination will test three areas of knowledge:

1. Reading Comprehension
2. Mathematics
3. Knowledge

In addition to evaluating applicants' relative knowledge, skills, and ability, as demonstrated by quality and breadth of education and/or experience, emphasis in each exam component will be measuring competitively, relative job demands, each applicant's:

Knowledge and Abilities

Knowledge of:

1. Methods, materials and equipment used in all types of construction, repair and maintenance work including carpentry, plumbing, electrical, painting, and masonry
2. Use and care of hand and power tools
3. Building materials and their accepted uses
4. Construction and maintenance safety practices
5. Vehicle engine parts and functions

Ability to:

1. Communicate and follow directions in English
2. Read and write at a level required for successful job performance
3. Maintain cooperative relations with the general public and co-workers
4. Read plans and specifications
5. Operate a variety of maintenance equipment
6. Perform basic arithmetic
7. Analyze maintenance problems and take corrective action
8. Perform manual labor
9. Drive light weight vehicles
10. Lead and train a crew of employees

Special Personal Characteristics

Ability to work independently without close supervision; willingness to work at various locations throughout the State; willingness to work on Saturdays, Sundays, and holidays and at odd or irregular hours; physical strength and agility; willingness to conform to departmental uniform requirements.

ELIGIBLE LIST INFORMATION

An open, non-promotional eligible list for the Park Maintenance Worker 1 classification will be established for the **California Department of Parks and Recreation**.

The names of **successful** competitors will be merged onto the eligible list in order of final score regardless of exam date. Eligibility expires **twenty-four (24) months** after it is established. Applicants must then retake the examination to reestablish eligibility.

Veterans' Preference will be granted for this examination. In accordance with Government Codes 18973.1 and 18973.5, whenever any veteran, or widow or widower of a veteran achieves a passing score on an open examination, he or she shall be ranked in the top rank of the resulting eligible list.

Veteran status is verified by the California Department of Human Resources (CalHR). Information on this program and the [Veterans' Preference Application](#) (Std. form 1093) is available online. Additional information on veteran benefits is available at the Department of Veterans Affairs.

Career Credits **will be** added to the final score of competitors who are successful in this examination.

EXAMINATION INFORMATION

For this written examination, it is the candidate's responsibility to print his/her "Notice to Appear" and present the notice on the date, time, and location of the test date.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. However, locations of interviews or performance evaluations may be limited or extended as conditions warrant.

Applications are available at www.jobs.ca.gov and local offices of the Employment Development Department.

Candidates who have special testing needs due to a verifiable disability must mark the appropriate box on their online application.

Hiring Interview Scope: In a hiring interview, in addition to the scope described in this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight may be given to the breadth and recency of pertinent experience, and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development. For more information, you may refer to the [classification specification](#).

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, the ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open

examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

Security and Confidentiality of Examination: Pursuant to Government Code Section 19860. "It is unlawful for any person: (a) Willfully by himself or in cooperation with another person to defeat, deceive, or obstruct any person with respect to his right of examination, application, or employment under this part or board rule. (b) Willfully and falsely to mark, grade, estimate, or report upon the examination or proper standing of any person examined or certified under this part or board rule, or to aid in so doing, or make any false representation concerning the same or the person examined. (c) Willfully to furnish to any person any special or secret information for the purpose of either improving or injuring the prospects or chances of any person examined, certified or to be examined or certified under this part or board rule."

Pursuant to Government Code 19681. "It is unlawful for any person: (a) To practice any deception or fraud with regard to his identity in connection with any examination, application, or request to be examined. (b) To obtain examination questions or other examination material except by specific authorization either before, during, or after an examination or use or purport to use any such examination questions or materials for the purpose of instructing or coaching or preparing candidates for examinations. (c) To use any unfair means to cause or attempt to cause any eligible to waive any rights obtained under this part."

TAKING THE EXAMINATION

SELF-SCHEDULING FOR THE EXAMINATION:

Registering for this examination requires you to self-schedule through your CalCareers account. Self-scheduling for this examination is offered on a first-come, first-served basis for each test date.

Although seating is limited and will conclude once all available seats are filled for each specific test time and date, additional self-scheduling dates and test locations may be posted in the future. Please check the area below for current self-scheduling exam date(s):

<u>Self-Scheduling Opens</u>	<u>Written Exam Dates</u>	<u>Location(s)</u>
February 24, 2022 at 10:00 A.M.	March 12, 2022	Calabasas, CA
February 24, 2022 at 10:00 A.M.	March 12, 2022	Lake Perris, CA
February 24, 2022 at 10:00 A.M.	March 19, 2022	Humboldt, CA
February 24, 2022 at 10:00 A.M.	March 26, 2022	Santa Cruz, CA
February 24, 2022 at 10:00 A.M.	March 26, 2022	Galt, CA

As hiring needs warrant, test dates will be posted in this location. No posted dates indicate no currently available test dates.

On or after the date and time of opening of self-scheduling, select this [Park Maintenance Worker 1 Scheduling link](#) to self-schedule for this examination.

Note: If you have a verifiable disability and need special testing arrangements, please select the Reasonable Accommodation box during the self-scheduling process.

TESTING DEPARTMENTS

California Department of Parks and Recreation

CONTACT INFORMATION

If you have any ***technical*** questions concerning this examination bulletin, please contact:

California Department of Human Resources
CalCareer Service Center
1810 16th Street
Sacramento, CA 95814
Phone: (866) 844-8671
Email: CalCareer@CalHR.CA.GOV

California Relay Service: 7-1-1 (TTY and voice)

If you have any administrative questions concerning this examination bulletin, including provision of reasonable accommodation for this testing process, please contact:

Department of Parks and Recreation, Selection Unit
Attention: Jacques Carter
P O Box 942896
Sacramento, CA 94296-0001
(916) 902-8674
Email: Jacques.Carter@parks.ca.gov

TTY is a Telecommunications Device for the Deaf, and is reachable only from phones equipped with a TTY Device.

EQUAL OPPORTUNITY EMPLOYER

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right of family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding, and related medical conditions), and sexual orientation.

DRUG-FREE STATEMENT

It is an objective of the State of California to achieve a drug-free State work place. Any applicant for State employment will be expected to behave in accordance with this objective, because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

GENERAL INFORMATION

Examination and/or Employment Application (STD 678) forms are available at the California Department of Human Resources, local offices of the Employment Development Department, and through your [CalCareer Account](#).

If you meet the requirements stated on this examination bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described in this bulletin will be rated against a predetermined job-related rating, and all applicants who pass will be ranked according to their score.

The California Department of Parks and Recreation reserves the right to revise the examination plan to better meet the needs of the service, if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all applicants will be notified.

General Qualifications: Applicants must possess essential personal qualifications including integrity, initiative, dependability, good judgement, the ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on the bulletin.